# INSTRUCTIONS FOR GRAIN WAREHOUSE SCHEDULE B VERIFICATION OF INSURANCE FORM NO. RGW-302

Please note that Schedule B must be completed by a Texas insurance agent unless all grain is company owned. If all grain is company owned no insurance is required. However, the person applying for the public grain warehouse license <u>MUST</u> complete and sign Section E of this form and submit along with the application package.

#### SECTION A

## 1. VERIFICATION INFORMATION

Complete the full legal business name, license, and ID numbers of the insured. This information should match the information provided on Section B of the public grain warehouse license application.

#### SECTION B

## 1. FACILITY NAME

Make sure the facility name provided is the same that appears or will appear on your license.

#### 2. FACILITY CONTACT INFORMATION

This is the contact information for the person that handles your insurance matters.

#### 3. FACILITY MAILING ADDRESS

Enter the address at which you receive general correspondence.

## 4. FACILITY PHYSICAL ADDRESS

Enter the actual physical street address of the licensee, licensed activities or the equipment, including directions to this location if the address is difficult to locate. Please do not enter a P.O. Box. This information will assist TDA inspectors in locating your business in the event that an inspection is needed.

### SECTION C

# 1. COVERED FACILITIES

List each covered warehouse facility identified by physical address and if applicable license number. If you are covering more than one license number, please provide a certificate per license. This page may be duplicated if space is necessary to list more than three facilities.

#### **SECTION D**

## 1. CERTIFICATION OF INSURANCE

A Texas resident agent should enter the information requested in this section and sign it.

## **SECTION E**

# 1. WAREHOUSE OPERATOR'S SIGNATURE

Carefully read the statement in this section of the form. If this statement applies to you, please sign and date on the space provided.

**NOTE**: A public grain warehouse license is automatically suspended if the warehouse operator fails to file a new certificate of insurance before the cancellation on an insurance policy is effective or fails to provide a certification of ownership. The suspension of a license continues as long as the warehouse operator fails to maintain the insurance required.